

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – December 20, 2016

Meeting called to order by Claire Boettler, Chair of the CRC at 1:37 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 20, 2016.

Roll Call: The following members were present: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Public Comments – N/A.

APPROVAL OF CONSENT AGENDA: Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by CRC members is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by a motion and majority affirmative vote and considered in its normal sequence under the Regular Order of Business.

Approval of the Minutes of Prior Meetings: Regular Meeting – December 6, 2016.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2016-118 Environmental Public Health Services submitting an amendment to the following contract (CRC 2016-73) under the Lead Hazard Control grant to extend the end of the contract period from December 16, 2016 to May 15, 2017. Amount to be paid to BDL General Contractors to remain the same.

CRC 2016-119 Environmental Public Health Services submitting an amendment to the following contract (CRC 2016-59) under the Lead Hazard Control grant to extend the end of the contract period from December 3, 2016 to March 3, 2017. Amount to be paid to Green Home Solutions to remain the same.

5550 Venture Drive ♦ Parma, Ohio 44130

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CRC 2016-120 Administration Services submitting an addendum to the contract with HealthSource Chiropractic to extend the end of the contract period from December 31, 2016 to December 31, 2017 to provide chair massages for CCBH employees. No exchange of funds.

It was moved by Chris Kippes, seconded by Rick Novickis, that the consent agenda, including the minutes of the December 6, 2016 Regular CRC, meeting be approved:

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

CRC 2016-106 Lead Removal Abatement Project
13601 and 13603 Milan Ave.
East Cleveland, Ohio 44112
RFP# 2016-06

No action taken on CRC 2016-106 at this time.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2016-121 Ryan White Part A Program – Direct Services
RFP# 2016-08

CRC 2016-122 Ryan White Part A Program – Administrative Services
RFP #2016-09

It was moved by Judy Wirsching, seconded by Rick Novickis, to table the opening of sealed bids for CRC 2016-121 and CRC 2016-122 and proceed with the agenda.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

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It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2016-123) for 1654-56 Grace Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$9,495.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2016-124) for 17449 Woodford Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$13,335.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2016-125) for 14829 Lisa Dr., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$2,600.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2016-126) for 20490 Miller Ave. (Up & Down), Euclid, Ohio 44119 be accepted as the lowest and best, and a contract be awarded to Paragon CMS in the amount of \$9,524.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000

It was moved by Chris Kippes, seconded by Judy Wirsching that the contract (CRC 2016-127) with contract with Dr. David Knight, D.D.S. under the Dental Sealant grant from January 1, 2017 through December 31, 2017 in the amount of \$65.00 be approved.

Presented by: Debbie Busdiecker

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Purpose: Dr. Knight is the supervising dentist who serves as the advisor and resource for the CCBH Dental Sealant staff.

Funding Source: 100% reimbursable through the 2017 Dental Sealant grant.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Claire Boettler that the following contracts (CRC 2016-128) under the Racial and Ethnic Approaches to Community Health (REACH) grant:

Presented by: Nichelle Shaw

Cleveland Clinic Foundation	9/30/16 – 9/29/17	\$ 3,000.00
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Purpose: To implement and evidence-based hypertension best practice and provide data from the electronic medical record related to best practice quality.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

Conceptual Geniuses	9/30/16 – 9/29/17	\$21,030.00
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Purpose: To create public health messaging connecting policy/system level activities to program/community level activities.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

Neighborhood Leadership Institute	9/30/16 – 9/29/17	\$24,010.00
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Purpose: To provide technical assistance support and community fellows by facilitating meetings.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

The Ohio State University	9/30/16 – 9/29/17	\$ 5,000.00
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Purpose: To provide a Market Manager training on the Produce Prescriptions for Hypertension program.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

Tremont West Development Corporation	9/30/16 – 9/29/17	\$ 5,000.00
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Purpose: To serve as a consultant for the Health Food retail project.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching that the addendum (CRC 2016-129) to the contract with Richardson Compensation Consulting, LLC (Resolution 2015-150 & 2016-87) to extend the end of the contract period from December 31, 2016 to December 31, 2017 and increase the amount to be paid to Richardson Compensation Consulting, LLC from \$88,000.00 to \$95,020.00 be approved.

Presented by: Najeebah Shine

Purpose: To conduct a compression and internal equity analysis and provide other compensation services as needed.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Claire Boettler that the service agreement (CRC 2016-130) with Comfort Control Systems (CCS) for HVAC preventative maintenance services from January 1, 2017 through December 31, 2018 in the amount of \$8,360.00 be approved.

Presented by: Rebecca Burke

Purpose: To provide HVAC preventative maintenance services at CCBH's facility on a quarterly basis at an annual rate of \$4,180.00 and to provide ancillary services at a rate of \$85.00/hour.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000

None

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Contract Rescissions

None

Other Business

CRC 2016-121 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for the Ryan White Part A Program – Direct Services RFP# 2016-08 (ref. enclosed):

Aids Taskforce of Greater Cleveland	12/16/16 @ 10:14 am	\$ 197,356.00
AIDS Healthcare Foundation	12/16/16 @ 10:14 am	
	12/19/16 @ 8:34 am	\$ 86,904.00
Circle Health Services	12/16/16 @ 2:11 pm	\$ 200,685.27
Cleveland Clinic	12/19/16 @ 8:32 am	\$ 258,087.00
Cleveland Dental Institute, LLC	12/19/16 @ 10:47 am	\$ 117,000.00
Department of Senior and Adult Services	12/16/16 @ 11:39 am	\$ 75,000.00
Family Planning Services of Lorain County	12/19/16 @ 9:48 am	\$ 19,163.00
Far West Center	12/19/16 @ 9:01 am	\$ 33,700.00
Lorain UMADAOP	12/19/16 @ 9:25 am	\$ 53,606.00
Mercy Regional Medical Center	12/19/16 @ 8:45 am	\$ 244,623.00
Metro Health	12/16/16 @ 3:44 pm	\$1,872,874.00
Near West Side Multi-Service Corporation	12/19/16 @ 10:51 am	\$ 75,656.00
Nueva Luz	12/19/16 @ 8:28 am	\$ 611,945.00
Orca House	12/19/16 @ 8:53 am	\$ 48,481.00
Signature Health	12/16/16 @ 1:25 pm	\$ 177,702.50
University Hospitals of Cleveland	12/16/16 @ 3:44 pm	\$1,143,144.00

The bids listed above were provided to the program staff for completion of the evaluation process.

CRC 2016-122 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for the Ryan White Part A Program – Administrative Services RFP# 2016-09 (ref. enclosed):

Promesa Consulting Group	12/16/16 3:00 pm	\$ 74,130.00
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The bids listed above were provided to the program staff for completion of the evaluation process.

Public Comment – N/A.

Thereupon, it was moved by Judy Wirsching, seconded by Rick Novickis, that the following Motion be adopted:

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BE IT RESOLVED that the meeting be adjourned at 2:31 p.m.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Paw Moo & Muein
Address: 1654-56 Grace Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2016-123

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$11,865.00
American Builders	\$11,820.00
BDL General Contracting	\$9,495.00
CB Mullins	\$11,400.00
Green Home Solutions	\$12,180.00
MCM Homeservices	\$10,470.00
Paragon CMS	\$10,945.00
Trademark Industries	\$13,225.00

ESTIMATE: \$13,317.50

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Ariella Payne
Address: 17449 Woodford Ave.
City, State, Zip: Lakewood, Ohio 44107
CRC No: CRC 2016-124

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey	\$13,980.00
American Bulders	\$15,075.00
BDL General Contracting	\$13,335.00
CB Mullins	\$15,625.00
Green Home Solutions	\$14,630.00
MCM Homeservices	\$17,155.00
Paragon CMS	\$15,018.00
Trademark Industries	\$16,050.00

ESTIMATE: \$14,705.00

Recommended award: BDL General Contracting

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QUOTE RESULTS

Project Address

Name: Mary Gail Speight
Address: 14829 Lisa Dr.
City, State, Zip: Maple Heights, Ohio 44137
CRC No: CRC 2016-125

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$2,950.00
American Builders	\$3,100.00
BDL General Contracting	\$2,600.00
CB Mullins	\$2,800.00
Green Home Solutions	\$3,280.00
MAE Construction	\$3,315.00
MCM Homeservices	\$3,475.00
Paragon CMS	\$2,915.00

ESTIMATE: \$3,675.00

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Smith & Dickson
Address: 20490 Miller Ave, Up & Dn
City, State, Zip: Euclid, Ohio 44119
CRC No: CRC 2016-126

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construcion	\$11,140.00
American Builders	\$9,825.00
CB Mullins	\$11,160.00
Green Home Solutions	\$13,300.00
MCM Homeservices	\$10,820.00
Paragon CMS	\$9,524.00
Trademark Industries	\$11,625.00

ESTIMATE:

Recommended award: Paragon CMS

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RFP RESULTS

Program: Ryan White Part A Services
Title: Ryan White Part A - Direct Services
RFP No: 2016-08
CRC No: CRC 2016-121

The following quotes were opened on: December 20, 2016
Opened by: Shelley Sima
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Aids Taskforce of Greater Cleveland	12/16/16 @ 10:14 am	\$197,356.00
AIDS Healthcare Foundation	12/16/16 @ 10:14 am & 12/19/16 @ 8:34am	\$86,904.00
Circle Health Services	12/16/16 @ 2:11 pm	\$200,685.27
Cleveland Clinic	12/19/16 @ 8:32 am	\$258,087.00
Cleveland Dental Institute, LLC	12/19/16 @ 10:47 am	\$117,000.00
Department of Senior and Adult Services	12/16/16 @ 11:39 am	\$75,000.00
Family Planning Services of Lorain County	12/19/16 @ 9:48 am	\$19,163.00
Far West Center	12/19/16 @ 9:01 am	\$33,700.00
Lorain UMADAOP	12/19/16 @ 9:25 am	\$53,606.00
Mercy Regional Medical Center	12/19/16 @ 8:45 am	\$244,623.00
Metro Health	12/16/16 @ 3:44 pm	\$1,872,874.00
Near West Side Multi-Service Corporation	12/19/16 @ 10:51 am	\$75,656.00
Nueva Luz	12/19/16 @ 8:28 am	\$611,945.00
Orca House	12/19/16 @ 8:53 am	\$48,481.00
Signature Health	12/16/16 @ 1:25 pm	\$177,702.50
University Hospitals of Cleveland	12/16/16 @ 3:44 pm	\$1,143,144.00

Recommended award:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Ryan White Part A Services
Title: Ryan White Part A - Administrative Services
RFP No: 2016-09
CRC No: CRC 2016-122

The following quotes were opened on:

December 20, 2016

Opened by: Shelley Sima

Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Promesa Consulting Group	12/16/16 3:00 pm	\$74,130.00

Recommended award: